IPRS Statewide Rollout
Meeting Minutes
October 4, 2002
8:30 - 10:00am - Albemarle CR 1112

Meeting Representatives:

Gary Imes	IT Section		Mark Robeson	Lee-Harnett	(absent)
Jean Revenew	IT Section		Art Eccleston	Director's Office
Betty Cogswell	IT Section		Rick Debell	Budget Office	(absent)
Anita Curtis	IT Section		Jim Ryals	DIRM
Deborah Merrill	IT Section	(absent)	Shawn Holland	DIRM
Hampton Carmine	IT Section	(absent)	Rick Olson	DIRM
Sharon Smith	Contract Adm.	(absent)	Joyce Sims	EDS	(absent)
Mary Tripp	Program Acct.	(absent)	Sharlene Bryant	EDS	(absent)
			Paul Carr	EDS
			Cathy Bennett	EDS

Visitors: None scheduled
Meeting Facilitator: Gary Imes
Meeting Format: Open Discussion

1) **Review and Approve Minutes**
   a) September   6 draft version 2   – approved for posting
   b) September 20 draft version 1   – clarify the use of "CYNA" and post.

2) **IPRS Implementation Status**
   a) Phase I
      i)   All Area Programs have the 834 in production, except New River
      ii)   Guilford submitted a very large 837 file, which was truncated before the transmission completed. Area Programs should limit the size of transmission files to avoid this problem. EDS will provide a "maximum" size recommendation that will then be communicated to Area Programs.
   b) Phase II
   i) The 834 format for Southeastern Regional and Tideland has been approved. Sandhills has begun using their 834 in production.
   c) Phase III
   i)   The kickoff meeting (a Meet Me call) will be held October 14 at 3pm.
   b) Phase IV
      i)   Riverstone and Edgecombe-Nash are moving to another vendor (CSM) and will eventually merge with Wilson-Greene (each will run their own separate system).

3) **Training/Communications**
   a) Phase III Session 1 training on October 8-10 (the second and last group).
   b) Phase II Session 2 training on November 5-7.
   c) Area programs and division staff need to send IPRS questions to IPRS Q&A so they can be tracked, routed and managed.

4) **IPRS Operations Support**
   a) Discussion of Wayne County's problems with some PCs not being able to access IPRS (possibly a Windows version and/or setup problem).

5) **State Plan**
   a) Local Business Plan has to be completed by 4/1/03.

Other Meetings -
- Phase I & II AP Status by vendor group   October   07
- Division IPRS Workgroup   October   08
- SER and Mecklenburg project status   October   14   Meet me call
- Phase III Kickoff Meeting   October   14   Meet me call
- Division IPRS Workgroup   October   15
- IPRS Implementation Steering Committee   October   16   Meet me call

Next Meeting
October 18, 2002 - 8:30am, Albemarle CR 1112